

Minutes and

# Agenda

## Committee for People with Disabilities (CPWD) Monthly Meeting

3/2/06

9:00 AM

Dennis Martinez' Office

### Attendees:

CPWD Representatives (includes HR representative & EEO Liaison)

### Agenda topics

CPWD Goals & Objectives	All
SC Diversity Advisory Board Operational Plan	Mike Perez
Future Leaders Program	Mike Perez
Job Accommodation Network Audio/Web Training	Blanca St. Clair
October Celebration	Mike Perez
Other	All

# Agenda

## Committee For People With Disabilities Monthly Meeting

3/2/06

9:00 AM

Dennis Martinez' Office

### Attendees:

Michael Perez, Blanca St. Clair, Dennis Martinez, Theresa Beall, Iris Cowles  
& Patty Padilla

### Agenda topics

CPWD Goals & Objectives

All

### Discussion:

Goals & Objectives reviewed, discussed and recommendations made by CPWD members.

Specific items regarding Goal 2 (providing employment information vs. services), Goal 3 (assisting Service Center Complex versus offices), and Goal 4, recognizing supervisory excellence.

Conclusions: Michael to finalize and distribute to members

Next Steps: Implementing CPWD Goals & Objectives

Person responsible:

Deadline:

Michael Perez

4/2/06

SC Diversity Advisory Board Operational Plan		Mike Perez
Discussion: Mike provided a copy of the FY 2006 Diversity Advisory Committee Operational Plan		
Conclusions: None		
Action items: All members are asked to review. Michael will provide committee updates as information is obtained.	Person responsible:	Deadline:
	All	Ongoing
Future Leaders Program		Mike Perez
Discussion:		
<p>Michael provided an update on the FY 2005 recruitment process. He also expressed concern that no persons with disabilities were hired in FY 2005. Dennis suggested CPWD focus on hiring Disabled Veterans. Iris Cowles provided information on the hiring process. Iris further noted that any person who has 3 years military experience may apply to any “open” government position. A suggestion was made to provide refresher training to all supervisors on hiring authorities, e.g., Schedule A. Further, may want to do this at the next Leadership Team Meeting. Iris also noted that a team (headed by Rita Garcia) is currently working on Human Resources practices.</p>		
Conclusions: Coordinate with Dennis Martinez and Rita Garcia to determine 1) is this available, and 2) if yes, determine if this can be included as an agenda item at the next Leadership Team Meeting.		
Action items: Follow-Up with Dennis Martinez and Rita Garcia	Person responsible:	Deadline:
	Blanca St. Clair	4/2/05

Job Accomodation Network Audio/Web Training		Blanca St. Clair
<p>Discussion:</p> <p>Blanca provided a summary of these “audio conferences” currently scheduled. They include 1) Disability Etiquette in the Workplace, 2) EEOC on Job Accommodation Issues, 3) the ADA at 16: Trends and Developments, 4) Strategies for Recruiting and Accommodating in the Health Care Industry, and 5) CAP and JAN: Successful Accommodation Strategies. Each session is \$25 and includes admission to the training audio conference or Webcast and accessible training materials. Registration is for a site, i.e., any number of people may participate at the site.</p> <p>Mike also suggested putting on V-Brick.</p>		
<p>Conclusions: Blanca to follow up to see if this may be put on V-brick and/or determine what classes would be most feasible.</p>		
Action items: Identify what classes are most appropriate and timeframe for holding class. Recommend at next Monthly meeting.	Person responsible:	Deadline:
	Blanca	4/2/06
October Celebration		Mike Perez
<p>Discussion:</p> <p>Nothing specific. Suggestion was made to hold one or two JAN-sponsored conferences. Additional recommendations may result from the 21<sup>st</sup> Annual Technology and Persons with Disabilities Conference</p>		
<p>Conclusions: All CPWD members are asked to starting thinking about an activity the CPWD can sponsor during October.</p>		
Action items: Send all recommendations to Mike Perez and Blanca St. Clair.	Person responsible:	Deadline:
	ALL	Ongoing

Other (2 items)

Discussion:

- 1) Theresa Beall announced she is retiring after ~ 39 years Federal Service. Congratulations and Best Wishes to Theresa! Theresa asked if CPWD could follow up on the automatic door opener to the Wellness Fitness (from the Snack Bar). It is not working.
- 2) Patty Padilla talked about the process for obtaining Ergo requests vs. Reasonable Accommodations. Asked Iris Cowles if something could be done to clarify what process should be used and check to ensure our information/contacts are current.
- 3) NM Business Leadership Network. - NMBLN brings together businesses, state agencies and community leaders to expand employment opportunities for people with disabilities. See their [web site](#) for more information.

Conclusions: 1) Dennis Martinez volunteered to take the lead on the repair of the automatic door opener. Patty Padilla to coordinate with Iris Cowles on clarifying Ergo requests vs. Reasonable Accommodations for NNSA SC employees.

Patty and Debbie Allison met this person at the KAFB Community Outreach meeting. This information is being forwarded to Mike and Blanca if they wish to meet the Program Director for a brief overview.

Action items: 1) Dennis to follow up on auto. Door opener,  
2) Patty to forward e-mail request from employee requesting tru ergo evaluation to Iris as well as sending the latest web information available to Iris. Next steps will be dependent on Iris' and/or Rita Garcia's recommendation.  
3) Mike Perez and/or Blanca to check site and notify Patty should they wish to follow up with NMBLN

Person responsible:

Deadline:

- 1) Dennis Martinez
- 2) Patty Padilla
- 3) Mike Perez and Blanca St. Clair

4/2/06